United Nations ST/IC/2018/20

Secretariat

26 July 2018

# Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Designation of duty stations for purposes of rest and recuperation**

1. In accordance with administrative instruction ST/AI/2011/7, ST/AI/2011/7/Amend.1 and ST/AI/2011/7/Amend.2 on rest and recuperation, and following inter-agency consultations, the Office of Human Resources Management approves the Secretariat duty stations that qualify for rest and recuperation, the frequencies thereof and the designation of rest and recuperation destinations. The annex to the present circular contains the list of duty stations approved for rest and recuperation purposes effective 1 July 2018.

2. In duty stations where the duration of the period of qualifying service (frequency) for rest and recuperation has been reduced, the new cycle takes effect immediately. In duty stations where the frequency of rest and recuperation has been prolonged (from 4 to 6 weeks, from 6 to 8 weeks or from 8 to 12 weeks) or discontinued, staff members or eligible individuals who have already started accruing qualifying service prior to 1 July 2018 may avail themselves of rest and recuperation after completing the period of qualifying service previously in effect. Upon the return of the staff member or other eligible individuals to the duty station, the new frequency shall apply.

3. Should security or severe hardship conditions improve or deteriorate at specific duty stations during the course of the year, the frequency may be adjusted by the Office of Human Resources Management following inter-agency consultations. Similarly, significant changes in a duty station environment may result in the approval or discontinuation of rest and recuperation.

* Expiration date of the present information circular: 31 December 2018.

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## Annex

### Consolidated list of duty stations[a] approved by the Office of Human Resources Management for rest and recuperation purposes (effective as from 1 July 2018)

| *Duty station* | *Frequency* | *Rest and recuperation destination* |
|---|---|---|
| **Afghanistan** | | |
| Entire country | 6 weeks | Dubai |
| **Algeria** | | |
| Tindouf | 8 weeks | Algiers |
| **Bangladesh** | | |
| Cox's Bazar | 12 weeks | Bangkok |
| **Burundi** | | |
| Bujumbura, Gitega, Ngozi | 8 weeks | Nairobi |
| **Cameroon** | | |
| Maroua | 6 weeks | Yaoundé |
| **Central African Republic** | | |
| Entire country | 6 weeks | Yaoundé |
| **Chad** | | |
| Baga Sola | 6 weeks | Addis Ababa |
| Abéché, Farchana, Goré, Goz Béida, Koukou, N'Djamena | 8 weeks | Addis Ababa |
| **Colombia** | | |
| Betania, Caño Indio, Carrizal, Charras, El Carmen, El Ceral, El Jordán, Filipinas, Gallo, La Fila, La Florida, La Guajira, La Plancha, La Pradera, La Reforma, La Variante, Las Colinas, Llano Grande, Los Monos, Miravalle, Monterredondo, Pondores, San José de Oriente, Santa Lucía, Vidrí, Yarí | 8 weeks | Bogota |
| Quibdó | 12 weeks | Bogota |
| **Democratic People's Republic of Korea** | | |
| Pyongyang | 8 weeks | Beijing |
| **Democratic Republic of the Congo** | | |
| Aru, Bendera, Beni, Bili, Bunyampuli, Butembo, Doruma, Fizi, Isiro, Ituri, Kabare, Kalehe, Kamanyola, Kamina, Kananga, Kanyobagonga, Katale, Kilembwe, Kitchanga, Kiwanja, Kongolo, Lubero, Lulimba, Luofu, Mahagi, Manono, Masisi, Mboko, Minembwe, Minova, Mitwaba, Moba, Mubambiro, Mwenga, Ngungu, Nyabiondo, | 6 weeks | Entebbe |

| *Duty station* | *Frequency* | *Rest and recuperation destination* |
|---|---|---|
| Nyamilima, Nyanzalé, Nyunzu, Pinga, Pweto, Rwindi, Rutshuru, Sake, Sange, Shabunda, Tongo, Tshikapa, Walikale, Walungu | | |
| Bandundu, Buburu, Bukavu, Bunia, Dungu, Gemena, Goma, Kahemba, Kalemie, Kenge, Kikwit, Kimpese, Kimvula, Kindu, Kisangani, Kisenge, Matadi, Mbandaka, Mbuji-Mayi, Muanda, Ngidinga, Nioki, Uvira, Zongo | 8 weeks | Entebbe |
| Lubumbashi | 12 weeks | Entebbe |
| **Ethiopia** | | |
| Dimma, Gambela, Gode | 6 weeks | Addis Ababa |
| Dire Dawa, Jijiga, Semera | 8 weeks | Addis Ababa |
| Awasa | 12 weeks | Addis Ababa |
| **Gaza** | | |
| Gaza | 8 weeks | Amman |
| **Guinea-Bissau** | | |
| Bafatá, Bissau, Buba | 12 weeks | Dakar |
| **Haiti** | | |
| Port-au-Prince | 8 weeks | Santo Domingo |
| **Iraq** | | |
| Baghdad, Bayji, Fallujah, Kalar, Khanaqin, Kirkuk, Makhmur, Mosul, Qayyarah, Sharqat, Tikrit, Zummar | 4 weeks | Amman |
| Basrah, Dahuk, Karbala', Maysan, Ramadi | 6 weeks | Amman |
| Erbil, Najaf, Sulaymaniah | 8 weeks | Amman |
| **Kenya** | | |
| Dadaab, Garissa | 6 weeks | Nairobi |
| Kakuma | 8 weeks | Nairobi |
| **Kyrgyzstan** | | |
| Osh | 8 weeks | Bishkek |
| **Liberia** | | |
| Monrovia | 8 weeks | Dakar |
| **Libya** | | |
| Bayda', Benghazi, Kufrah, Misratah, Sabha, Sirte, Tubruq, Tripoli | 4 weeks | Tunis |

| *Duty station* | *Frequency* | *Rest and recuperation destination* |
|---|---|---|
| **Mali** | | |
| Gao, Kidal, Ménaka, Tessalit, Timbuktu | 4 weeks | Dakar |
| Mopti | 6 weeks | Dakar |
| Bamako | 8 weeks | Dakar |
| **Myanmar** | | |
| Sittwe | 8 weeks | Yangon |
| Lashio, Myitkyina (Kachin State) | 12 weeks | Yangon |
| **Niger** | | |
| Diffa | 6 weeks | Niamey |
| Maradi, Tahoua, Tillabéri, Zinder | 12 weeks | Niamey |
| **Nigeria** | | |
| Damaturu, Maiduguri | 6 weeks | Accra |
| Bauchi, Kaduna, Port Harcourt, Yola | 8 weeks | Accra |
| Akure | 12 weeks | Accra |
| **Occupied Syrian Golan** | | |
| Occupied Syrian Golan | 8 weeks | Amman |
| **Pakistan** | | |
| Peshawar, Quetta | 6 weeks | Dubai |
| Islamabad, Karachi, Lahore, Muzaffarabad, Rawalpindi | 8 weeks | Dubai |
| **Papua New Guinea** | | |
| Buka | 8 weeks | Brisbane |
| Port Moresby | 12 weeks | Brisbane |
| **Philippines** | | |
| Cotabato City | 8 weeks | Manila |
| **Somalia** | | |
| Baidoa, Beledweyne, Boosaaso, Dhooble, Dhuusamarreeb, Doolow, Gaalkacyo, Garoowe, Jawhar, Kismaayo, Mogadishu, Waajid | 4 weeks | Nairobi |
| Hargeysa | 6 weeks | Nairobi |
| **South Sudan** | | |
| Aweil, Bentiu, Bor, Gok Machar, Juba, Kapoeta, Kuacjok, Malakal, Melut, Mingkaman, Mundri, Pibor, Rumbek, Torit, Wau, Yambio, Yei, Yirol | 6 weeks | Entebbe |

| *Duty station* | *Frequency* | *Rest and recuperation destination* |
|---|---|---|
| **Sudan** | | |
| Abyei, Al-Malihah, Buram, Ed Daein, Edd al-Fursan, El Fasher, El Geneina, Golo (W Darfur), Graida, Habila, Kabkabiyah, Kadugli, Kass, Khor Abeche, Khor Omer, Korma, Kutum, Labado, Manawashe, Masteri (W. Darfur), Mellit, Mornei, Mukjar, Nertiti, Nyala, Saraf Omra, Shangil Tobaya, Shi'riyah (S. Darfur), Sortony, Tawilah, Tine (W. Darfur), Um Baro (W. Darfur), Um Kaddadah, Zalingei (Darfur), Zamzam | 6 weeks | Entebbe |
| El Damazin, El Fula, El Obeid | 8 weeks | Entebbe |
| **Syrian Arab Republic** | | |
| Aleppo, Damascus (Camp Faouar), Dar'a, Dayr al-Zawr, Hama, Hasakah, Homs, Idlib, Ladhiqiyah, Nabk, Qamishli, Raqqah, Suwayda', Tartus | 4 weeks | Amman |
| **Uganda** | | |
| Moroto | 8 weeks | Kampala |
| **Ukraine** | | |
| Donetsk, Kramatorsk, Luhansk, Mariupol | 8 weeks | Kyiv |
| **West Bank** | | |
| Ramallah | 8 weeks | Amman |
| **Western Sahara** | | |
| Laayoune | 12 weeks | Las Palmas |
| **Yemen** | | |
| Aden, Harad, Hudaydah, Ibb, Lahij, Sana'a, Sa'ada, Ta'izz | 4 weeks | Larnaca |

[a] Reflects duty stations with a presence of Secretariat staff members. Specialized agencies, funds and programmes issue organization-specific lists.